

Charitable Matching Program

Port Blakely is offering a program to match Port Blakely employee donations up to \$250 to charitable organizations. Any US-based Port Blakely employee is eligible to participate in the matching program.

Criteria for Charitable Organizations Requesting Matching Funds

Charitable organizations in the US that would like to request matching funds must have active 501(c)(3) status from the Internal Revenue Service. Charitable organizations must:

- Be non-discriminatory
- Have documented services and/or annual report available
- Have an active governing body that meets regularly
- Align with our company's (Port Blakely's) values
- Serve communities in which we operate
- Meet needs in human services, health, youth development, education, general community, conservation, emergency services, or forest products industry

How to Request Employee Matching Funds

Charitable organizations requesting matching funds should send an invoice email to Port Blakely. Matching funds will be provided by Port Blakely within 60 days of receipt of invoice. Invoices from charitable organizations must be received by December 10 of the matching year, and include:

- Name of Port Blakely employee who made donation,
- Amount of employee donation
- Date of employee donation

Please email all matching fund invoices to ap@portblakely.com.